Louisiana Digital Consortium
Spring Membership Meeting
April 27, 2016
Louisiana State Library
1:00 – 3:30 p.m.

I. Call to order
II. Approval of minutes of the Fall Membership Meeting
III. Report from the Chair
IV. Report from Treasure
V. LDC New Members Fee
   A. Discussion
   B. Call for Vote
VI. Election of New LDC Officers
VII. Update from LSU on the LDL Platform Conversion
I. Introductions and Welcome

Present: 12 voting members and additional system administrators. See attached list.

II. Approval of Minutes of April 7, 2015, Membership Meeting
Minutes were approved.

III. Report from the Chair
See attached document.

Following the announcement by the chair of the potential sponsorship of the LC Workshop on Digital Preservation Outreach & Education there were questions from the floor. Was the workshop free; would the sponsorship cover attendees’ expenses? Institutions sending staff should expect to pay for the travel and expenses of attendees themselves. LDC member and workshop planner Gina Costello noted at this point sponsorship is to help reduce or cover the costs of putting on the workshop. The chair asked that those member institutions sending staff to the conference inform the LDC board. If attendees must teach others at least one module of the curriculum within six months the LDC would like to know who from its membership is attending.

IV. Treasurer’s Report
See attached document.

V. Membership Start-up Fee
This would be a one-time enrollment fee that would be charged to new members; it would not replace the annual membership fee, which is currently suspended. A fee of $750 was proposed. Points in the discussion included the following:

- Points in favor: A fee is necessary to make sure that new members are committed to the consortium and its governance. Paying this fee indicates their commitment to the LDC and its vision for the future. This...
fee encourages buy-in. The LDC has costs that need to be covered; promotion, web design, and education are all costs that the LDC is responsible for covering. There needs to be some source of revenue for the LDC. The LDC has been financially maintaining the LDL through its membership and it should be remembered that this is an LDC membership fee not a fee to participate in the LDL.

- Points made against having a membership fee: There should be no membership fee; if funds are needed later, we could assess fees. If we have a fee, we need to provide a mechanism for small institutions that cannot pay to be able to join or contribute to the LDL. Should be like DPLA in which groups contribute time and expertise for the good of the whole rather than money, i.e., the biggest threat to the LDL at this point is lack of new members and we should remove all barriers to participation.

The members voted on the fee and it was approved:

Yeas – 9   Nos – 3

Past Chair Pat Vince was thanked for her service and dedication to getting the LDC standing on its feet.

- New Officers

Pat Vince presented the slate of officers:

Vice chair / Chair elect
Secretary
Member-at-large

Diane Brown, State Library
Jeff Rubin, Tulane
Gina Costello, LSU

Lora Amsberryaugier made a motion to accept the slate of officers by acclamation; seconded by Debbie Sibley.

The proposed new slate of officers was passed.

- LSU Update on Islandora and the Migration

Rachel Tillay, Digital Projects Librarian, provided an overview of Islandora and the various issues related to migration. LSU staff are contacting LDC members prior to the migration so that they can customize the migration as needed for each institution. The migration will be completed by August. Other LSU staff helping with the presentation were Jason Peak, Will Conlin, Cara Key, and Mike Waugh.
The question was asked whether the “Metadata Standards” document will need to be revised. The standards will need to be revised from Dublin Core to MODS and all workflows specific to CONTENTdm detailed in the document will change.

Meeting adjourned at 2:31
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also someone from Southern but she did not sign.
Report from the Chair

The executive Board has met two times since the Fall Membership Meeting held on November 12, 2015.

In February the board approved the appointment of Debbie Sibley of LSU Health Science Center New Orleans to serve as treasurer of the LDC. Sibley will complete the term left vacant by the resignation of Stanley Wilder, a term which will end 30 June 2017. Sibley’s appointment left open her spot on the executive board as member at large. The board approved the appointment of Gina Costello of LSU Libraries to complete the term of board member at large which will end June 30 2016. New treasurer Debbie Sibley and I traveled to LSU on March 3rd to introduce ourselves and meet with those who handle our financial transactions for us on the LSU campus.

The board discussed needed communication with LSU on the LDL. We have asked LSU for quarterly reports containing accurate item counts for institutions, file size by institution, list of formats in collections, training plan, and updates on the migration progress. Information received may be passed on to members.

The archives for the LDC will be in the LDL.

At its meeting on February 29th the board discussed charging new members with a one-time enrollment/membership fee. We will be discussing this in just a few minutes and holding a vote.

As chair of the LDC I have been in communication with Christopher Vinson of Clemson University as they were looking to create a MOU between Clemson, the College of Charleston and USC for the South Carolina Digital Library. I also was contacted by Matthew Strauss of the Heinz History Center in Pittsburgh on
behave of the Historic Pittsburgh Project, a digital library being run by the University of Pittsburgh, they were interested in our governance structures.

Monday the executive board was made aware of an opportunity for the LDC to sponsor a Library of Congress Workshop on Digital Preservation Outreach & Education. This would be a train-the-trainer workshop, to be held in Jackson, Mississippi in September. This workshop would be open to professionals in Alabama, Louisiana, and Mississippi, participants (24) are expected to bring the knowledge back to their organization and area and share by teaching others at least one module of the curriculum within six months. The Executive Board is planning to meet shortly to discuss what this opportunity means for the LDC.
Louisiana Digital Consortium

Treasurer’s Report

April 27, 2016

Previous Balance $108,390.00
Expense: OCLC for Content DM license $18,713.93
New Balance $89,676.07

Respectfully submitted,

Debbie Sibley
Treasurer, LDC